HEATBASE Ltd FACTSHEET 16
Works notification, Installation & Commissioning procedures (England)

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The Installation of a new, or replacement of an existing Oil-Fired Appliance, Oil Storage Tank or complete Oil Supply Line between an Oil Tank and an Appliance is deemed as "Notifiable Work" which means it is a Legal Requirement that the Installer carries out the work under the supervision of an approved Competent Person Scheme such as OFTEC where they can Self-Certify their OWN work; or under a Building Licence from Local Authority Building Control (LABC). If the installation has not been carried out in this manner, then the Installation is illegal (even if the work that has been carried out complies with the Regulations). Breach of Building Regulations is a criminal offence and the householder can be fined up to £5000.00 as they are responsible to have all work carried out legally and compliantly.

Buildings and Home Insurances are usually void in the event of a claim arising from an Installation that has not been fitted compliantly or legally.

Under Regulation 20 of The Building Regulations 2010 (and from that date) *It is the duty of the person carrying out the Installation to self-certify all aspects of the work (including commissioning), and the Installer is now singularly the "Competent Person".* Any Domestic Oil Storage Installation with a capacity or combined capacity of over 3500 L or any property that is not "primarily used as a dwelling" is deemed a Non-Domestic Installation or Property and the relevant and appropriate regulations must be followed.

If an Installer completes the paperwork claiming they have completed the work compliantly when they have not, apart from breaching Building Regulations leaving themselves and the property owner liable for a fine, they have also committed fraud. Under the Supply of Goods and Services Act and the Consumer Rights ACT 2015, the Installer is liable for their work for 6 years. Works notification and declaration of compliance to Regulations, Commissioning and correct installation and operation of the Oil storage tank, supply line and components, appliance, flue and ventilation, safety aspects, system and controls as well as setting the rated output of the appliance **are all the sole responsibility of the Installer**.

Oil Supply line

There are strict guidelines on the Installation of both above and below ground Oil Supply line installations. *See footnote for more Information.*

Oil Storage Tanks

When a new Oil Tank is installed, or an existing Oil Tank is either moved or replaced it is a Legal Requirement that the Oil Storage Installation is installed in accordance with the Current Regulations and Standards and Manufacturers Instructions which include Prevention of Environmental Pollution as well as Fire Regulations. The Installer must determine whether the Installation is deemed to be Domestic or Non-Domestic and carry out the work in accordance to the appropriate Regulations and Standards. *See footnote for more information.*

Oil Fired Boilers, Cookers and Stoves

When an Oil-Fired Appliance is installed it is a Legal Requirement that it and the Hot water/Heating system it is connected to are "Commissioned". The Commissioning process has various aspects and it is only when they are all completed that the ***Installation*** has been "Commissioned" and completed. One part of the process is setting the output and combustion of the appliance; which is what we do. If we are not supplied with the required output of the Installation, then we will commission the burner to whatever the manufacturer has sent the appliance set to (usually midrange).

As the Installer is deemed to be singularly the "Competent Person" all paperwork must be completed and signed by the Installer; all **we** are required to do is insert combustion details and results in the appropriate places.

The Installer must:

1. show that they have "sized" the required output of the Appliance and must specify what output they require the boiler to be set to; which can be achieved by using the "whole house sizing method", or other appropriate methods.
2. ensure the Installation (which includes but is not limited to flue termination, combustion and ventilation air requirements, Oil supply line and safety aspects, Oil tank installation, Pipework and component Installation, Controls and Electrical and system safety) is carried out to Appliance Manufacturers Instructions and in accordance with British Standard BS5410 parts 1,2 or 3 or other appropriate Standards and Regulations. All measurements given within a regulation or standard are MINIMUM requirements that must be met.
3. ensure that any integral expansion vessel is adequately sized for the system or that additional external expansion is provided if required.
4. ensure that the system is appropriately flushed/cleansed and that the system is treated with corrosion inhibitor afterwards and that any required water treatment for Hot and Cold water services is installed.
5. ensure that the system controls and temperatures have been correctly set and that the radiators and system is correctly balanced to give a 20 Degree differential between flow and return for condensing boilers (70 Degree Flow and 50 Degree Return) or 11 Degree differential between flow and return for standard efficiency boilers (80 Degree Flow and 69 Degree Return).
6. ensure that all electrical works and earth bonding are carried out in accordance with BS7671.
7. ensure that the boiler output is correctly specified and set, and that combustion has been set accordingly and in line with manufacturers settings.
8. ensure that any requirement for Energy Efficiency Labelling is complied with under the requirements of the ErPD.
9. leave a Regulation 40 Handover pack which includes output sizing methods, appliance and controls Instructions, declaration certificates, guarantees etc. with the end user.
10. Complete and leave copies of CD10/11 (or other equivalent documentation) for appliances (or CD10T for Oil tanks) Installers Installation Completion Certificate which is Declaration of compliance to regulations, standards and Manufacturers Instructions and is a legal document; the work must then be notified to either their Competent Scheme Provider e.g. OFTEC or Local Authority Building Control, a Compliance Certificate will then be issued based upon the information they have given by the organisation to which the work was notified.

When we attend to "Commission" a burner, the work we will carry out is only the commissioning of the burner to ensure it is working in a safe and efficient manner; we will also leave or send a certificate including details of the appliance, combustion results and certain system checks. *See footnote for more information.*

Footnote

Any specified measurements given within our Factsheets or documented within the British Standards, Building Regulations or OFTEC manuals are the MINIMUM requirements that must be met.

For information relating to the regulations see our Factsheets: *F/S 15 Warnings and Installation Compliance, F/S 16 Installation and Commissioning procedures, F/S 17 Failure to Comply with Building Regulations, F/S 18 Domestic or Non-Domestic Installation, F/S 19 Oil Installation Regulations(England), F/S 20 Carbon monoxide poisoning, F/S 21 Appliance Location and Air Supply, F/S 22 Flue Termination, F/S 32 Oil Tank fire separation distances, F/S 33 Keeping your Oil Storage Compliant, F/S 35 Oil supply line and components, F/S 36 Fire Valves, F/S 37 Earth Bonding and Electrical Regulations.*

For full guidance and information relating to the Regulations and Standards, see: *Building Regulations Approved Document J Combustion Appliances and Fuel Storage Systems, British Standards BS5410 parts 1,2 and 3, OFTEC Technical Book 3 Domestic and Commercial Requirements for Oil Storage and Supply Equipment, and OFTEC Technical Book 4 Oil Fired Appliance and System Installation Requirements*.

It is the Owner/householders responsibility to ensure their system is compliant and safe.